

National Center for Environmental Assessment  
Director  
ES-1301-03

**I. INTRODUCTION**

The National Center for Environmental Assessment-Washington Office, under the supervision of a Director reporting to the National Center Director, is responsible for: advising the Agency's operating programs on the exposure characteristics and factors of agents that are suspected of causing detrimental health effects; provides state-of-the-art methodology guidance and procedures for exposures determinations; assures quality and consistency in the Agency's scientific risk assessment; provides advice to the program offices on proposed testing requirements with emphasis on the information needed for adequate exposure determinations; provides independent assessments of exposure and specific agents; advising the Agency's Program and Regional Offices on the health risks associated with suspected cancer-causing agents; and the risks associated with chemicals that are suspected cancer-causing agents; and the risks associated with chemicals that are suspected of causing detrimental reproductive effects, including mutagenic, teratogenic and other adverse reproductive outcomes and reduced fertility; provides state-of-the-art methodology, guidance and procedures for the evaluation of carcinogenicity reproductive, development and mutagenic effects; assures quality and consistency in the Agency's scientific risk assessment; provides advice to the program offices on proposed testing requirements with emphasis on the information needed for adequate risk assessments; and provides independent assessments of risks and recommendations to the appropriate offices concerning the risks associated with suspect carcinogens and the risks to reproductive systems associated with specific chemicals.

**II. MAJOR DUTIES AND RESPONSIBILITIES**

1. Plans and coordinates a comprehensive technical program related to the development of human health and ecological risk assessments; establishes Agency guidelines for such assessments. Provides leadership to the NCEA-Washington Office through developing courses of action to follow; oversees the work of the NCEA-Washington Office, establishes criteria for setting priorities; and insures that issues to be studied are properly assigned to the appropriate Groups within the NCEA-Washington Office.
2. Defines procedures and directs the development of human health and ecological risk assessments. Examples of such work include: (1) reviewing risk assessments of program offices and conducting independent analyses of data in order to make recommendations to the regulatory office concerning the risks associated with each suspected carcinogenic chemical, (2) reviewing final risk assessments or regulatory packages in an effort to insure



quality and consistency of assessments in accordance with Agency guidelines and (3) conducting health and reproductive risk assessments for program offices, as requested.

3. Serves as a member of ORD and Agency work groups and steering committees on matters related to human health and ecological risk assessment (Environmental risk assessments). In formulating counsel, advice, and recommendations, draws heavily on own expertise with environmental chemistry and exposure analysis, and knowledge of, the activities of organizations outside of EPA in the field of health risk and environmental chemistry. Stays abreast of work in the field within the Agency, by other Federal agencies, by state and local groups, by professional associations, by educational institutions and by industry and provides a point of liaison with these groups. Maintains continuous liaison with the IRLG Agencies, and others active in human health and ecological assessment work. By participation in the work of these organizations through committee activity, enhances the administrative and technical knowledge of the broad range of problems and required actions with regard to human health and ecological risk pollutants which are emitted to the environment.
4. As an acknowledged expert in the field of environmental chemistry and/or exposure analysis on a national or international level, conceives and directs comprehensive analyses of data which identify human health and ecological risk potentials of suspect pollutants. These analyses utilize all the exposure potentials of suspect pollutants. These analyses utilize all the available scientific data from human studies as well as any evidence from monitoring, transport and fate and other environmental chemistry studies. On the basis of the data, assessment will be developed for the purpose of specifying the qualitative likelihood or potential that a chemical has for reaching man through all exposure pathways and to estimate in a quantitative manner the potential amount of exposure. These assessments will provide input information to the evaluation of health risk and the potential magnitude of the public health impact. These assessments together with risk assessments will give the National Center Director and Administrator the information needed to evaluate health risks versus other considerations prior to regulatory decision-making.
5. Provides advice and consultation to the Director of the National Center for Environmental Assessment (NCEA), his deputies, and other top level authorities in the Agency, other Government agencies, and to private industry regarding matters related to human health and ecological risk assessment and related research programs.



Represents and speaks for the National Center Director as requested, in conferences, committee meetings, in coordinating the development of policy, position papers, or action plans regarding exposure assessment.

6. Plans and coordinates comprehensive technical programs related to the development of human health and ecological assessment estimates for suspect agents; provides leadership to the NCEA-Washington Office through developed courses of action to follow; oversees the work of the NCEA-Washington Office; establishes criteria for setting priorities on tasks; develops priority ranking of tasks as they relate to the scientific and policy priorities of the Agency; and insures that issues to be studied are properly assigned to appropriate individual(s).
7. Defines procedures and directs the development of specific human health and ecological risk assessments. Examples of such work include: (1) reviewing assessments and conducting independent analyses of data in order to make recommendations to the regulatory office concerning the environmental risk potential associated with a suspect pollutant, (2) reviewing the final environmental assessment portion of the regulatory packages in an effort to insure quality of Agency assessments, and (3) conducting full environmental evaluations for the National Laboratories and program offices.
8. Maintains active liaison with the ORD National Laboratories, ORD Headquarters offices, regulatory offices of the Agency, appropriate Working Groups and Advisory Committees, and other Federal agencies in order to analyze and synthesize research information from multiple research programs areas. On the basis of information gathered, provides recommendations for exposure research that might usefully be undertaken along with analyses of implications of such research on existing health related programs and Agency missions. Attends interagency meetings to coordinate regulatory policies and related planning in the area of environmental risk assessment.
9. Functions as "ombudsman" to assure that NCEA, ORD and Agency concerns/needs are properly reflected in the environmental risk assessment program; that mandates for this program are properly reinforced and articulated; and that the NCEA-Washington office views are communicated to ORD National Laboratories and Agency managers via strategies for research and regulation or guideline

development. In this capacity, defines for resolution by appropriate ORD National Laboratories and Agency managers, strategic issues relative to the objective of environmental risk assessment within ORD and the Agency regulatory process.

10. Serves as an advocate, for the appropriate use of environmental risk assessment information developed by NCEA-Washington office in Agency decision on standards and regulations. In this capacity, considers the overall objectives to be achieved, identifies areas for analysis, and formulates and presents proposals to appropriate authorities for necessary decisions.
11. Conducts briefings for the National Center Director or his staff, key Agency program managers, the Science Advisory Board, or other high level officials as to NCEA-Washington office judgments concerning the possible magnitude of environmental pollutants. This information will be used by the Administrator to evaluate health risks and regulatory options.
12. As necessary, serves as an expert witness in providing testimony to support the National Centers' and Agency's position for regulatory actions, particularly those involving environmental risk assessment and intake of environmental contaminants.
13. Reviews, approves and clears for publication or other issuance all reports, publications, speeches or other output of NCEA-Washington office, assuring the scientific/technical quality of the information being released.
14. supervises a staff of senior and junior level scientists, engineers, statisticians, science research managers and support staff.

### **III. SUPERVISION RECEIVED**

Receives broad general direction and policy guidance from the Director, NCEA. Within this framework, Federal law and Agency policy, work is performed with maximum independence subject to review only for attainment of overall objectives and compliance with broad policies.